



COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

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ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

October 21, 2004

IN REPLY PLEASE

REFER TO FILE: **PJ-1**

Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**WHITTIER NARROWS RECREATION AREA
SEWER LINE AND RESTROOM PROJECT (PHASE 2)
ADOPT AND ADVERTISE
SPECS. 6617; C.P. 86416
SUPERVISORIAL DISTRICT 1
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
THE INTERIM DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Adopt the plans and specifications for construction of the Whittier Narrows Recreation Area Sewer Line and Restroom Project, Phase 2, at an estimated construction cost of \$1,367,079 funded by the Safe Neighborhood Park Propositions of 1992 and 1996, and State Proposition 12 Roberti-Z'Berg-Harris grant funds, and instruct the Executive Officer to advertise for bids to be received on December 7, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
2. Authorize the Interim Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not to exceed fee of \$3,500 funded by existing project funds.
3. Approve the Youth Employment Plan for Phase 2 of this project (Enclosure C).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended actions will allow Public Works to solicit construction bids for the Whittier Narrows Recreation Area Sewer Line and Restroom Project, Phase 2.

The Whittier Narrows Recreation Area Sewer Line and Restroom Project consists of two phases that will be constructed under separate contracts. Phase 1 is currently being advertised for construction bids and includes the construction of a new underground sanitary sewer line and pump station to replace the existing septic systems that currently serve the restrooms at the park facility. Phase 2 includes the removal of three restrooms and construction of three new larger restrooms, renovation of one restroom, and demolition of the miniature train station building. These improvements are located in Area D, the lakes area of the park.

The proposed agreement requires the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification which is critical to successfully managing construction activities by both the contractor and the County. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

Implementation of Strategic Plan Goals

These actions are consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families' Well-Being as the project is an investment in public infrastructure and will improve the heavily used restroom facilities at Whittier Narrows Recreation Area, and thereby, assure good health and social well-being for children and families.

FISCAL IMPACT/FINANCING

Public Works' fair construction cost estimate for Phase 2 of the project is \$1,367,079. The total project cost for Phase 2, including plans and specifications, plan check, construction, youth employment, consultant services, miscellaneous expenditures, and County services, is currently estimated at \$1,961,774. The total project cost is estimated at \$3,451,364, including \$1,489,590 for Phase 1, which is consistent with the amount previously approved by your Board on September 28, 2004.

The project is funded from the Safe Neighborhood Parks Propositions of 1992 and 1996 in the amount of \$2,450,689 and a State Proposition 12 Roberti-Z'Berg-Harris grant in the amount of \$1,000,675. Sufficient appropriation for the estimated total project cost is available in the Fiscal Year 2004-05 Capital Projects Budget (C.P. 86416) to fund this project. The Project Schedule and Budget Summary are included in Enclosure A.

In light of the rising construction costs currently being experienced throughout the construction industry, Public Works obtained an independent cost estimate which predicts a construction cost of \$1,271,000 for the Phase 2 restroom improvements. This estimate is within the amount currently budgeted for construction in the total project cost.

Prior to award of the construction contracts for Phase 1 and Phase 2, we will assess the potential budget impacts of the bids received. If low bid for either phase exceeds the budgeted construction estimate, we will return to your Board with final recommendations regarding the project scope, funding, and contract award at that time.

Operating Budget Impact

Operating cost estimates are being developed by the Chief Administrative Office and Parks and Recreation. We will return to your Board with an estimate of the appropriate operating requirements and available funding at the time of award of the construction contract.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On September 28, 2004, your Board adopted the plans and specifications and authorized advertising for construction bids for Phase 1 of the project. The bid opening for Phase 1 is currently scheduled for November 2, 2004.

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for contract award, bidders will be required to attest to their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, of the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before awarding the contract.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy, Parks and Recreation is actively pursuing employment opportunities to meet the County's Youth Employment Minimum Obligation. The estimated cost of the Youth Employment Plan for this project is \$2,850 as detailed in Enclosure C. In addition, the plans and specifications encourage the contractor to employ at-risk youth on the project.

ENVIRONMENTAL DOCUMENTATION

Whittier Narrows Recreation Area is a federal facility under the jurisdiction of the United States Army Corps of Engineers and is operated and maintained by Parks and Recreation. As a federal facility, all projects at Whittier Narrows Recreation Area must comply with the National Environmental Policy Act. On March 29, 2004, the Corps of Engineers determined that the project is in compliance with NEPA through a categorical exclusion in accordance with 40 CFR 1508.4 and 33 CFR 230.9, and that the project, when considered individually and cumulatively, does not have significant effects on the quality of the environment.

On September 28, 2004, your Board found the project to be categorically exempt under the California Environmental Quality Act.

CONTRACTING PROCESS

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Following receipt of bids scheduled for December 7, 2004, we will return to your Board for construction contract award.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBEs.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The park, including the restrooms and walking paths, will remain open during the 270-calender day construction duration for Phase 2, scheduled to begin in February 2005.

In addition, the project specifications require the contractor to coordinate its construction schedule with the daily functions and activities of the park facility to minimize disruption of services and to maintain access to the park areas during construction.

The Honorable Board of Supervisors
October 21, 2004
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CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE
Interim Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

RUSS GUINEY
Interim Director of Parks and Recreation

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cc: County Counsel
Department of Public Social Services (GAIN/GROW Program)
Office of Affirmative Action Compliance (Ozie Smith)

October 21, 2004

ENCLOSURE A

**WHITTIER NARROWS RECREATION AREA
SEWER LINE AND RESTROOM PROJECT (PHASE 2)
ADOPT AND ADVERTISE
SPECS. 6617; C.P. 86416**

I. PROJECT SCHEDULE (PHASE 2)

Project Activity	Scheduled Completion Date
Construction Documents	08/09/04*
Jurisdictional Approvals	10/21/04
Construction Award	01/18/05
Construction Start	02/17/05
Substantial Completion	11/17/05
Final Acceptance	01/19/06

*Actual completion date

II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Project Budget
Plans and Specifications	\$ 122,678
Plan Check	\$ 12,500
Construction	
Construction	\$ 1,367,079
Change Order Contingency	140,000
Youth Employment*	4,803
Total Construction	\$ 1,511,882
Consultant Services	\$ 84,555
Miscellaneous Expenditures	\$ 9,000
County Services	\$ 221,159
TOTAL (PHASE 2)	\$ 1,961,774
Sewer Line Improvements (Phase 1)	\$ 1,489,590
TOTAL	\$ 3,451,364

* Youth employment includes labor and materials.

October 21, 2004

ENCLOSURE B

**WHITTIER NARROWS RECREATION AREA
SEWER LINE AND RESTROOM PROJECT (PHASE 2)
ADOPT AND ADVERTISE
SPECS. 6617; C.P. 86416**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Interim Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>BID DOC.</u> <u>FEE</u>	<u>DATE OF BID</u> <u>OPENING</u>
1	6617	Whittier Narrows Recreation Area Sewer Line and Restroom Project, Phase 2 823 Lexington/Gallatin Road South El Monte, CA 91733	\$50	12/07/04

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, Mezzanine, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please call Ms. Grace Stohs of Architectural Engineering Division at (626) 458-5114. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in the Architectural Engineer Division Conference Room, Eighth Floor, at 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess an "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

PRE-BID CONFERENCE

Public Works will hold a pre-bid conference at 10:00 a.m., on Tuesday, November 16, 2004, at the project site by the miniature train station located at 823 Lexington/Gallatin Road, South El Monte, California 91733, to provide information on the project, bidding process, and address any questions that potential bidders may have. For further directions, please contact Ms. Grace Stohs with the Department of Public Works at (626) 458-5114.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2563.



- Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de Lunes a Jueves de las 7:00 a.m. a 5:30 p.m.

By order of the Board of Supervisors of the County of Los Angeles, State of California,
dated November 3, 2004.

Specs. 6617

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES

October 21, 2004

ENCLOSURE C

**WHITTIER NARROWS RECREATION AREA
SEWER LINE AND RESTROOM PROJECT (PHASE 2)
ADOPT AND ADVERTISE
SPECS. 6617; C.P. 86416**

YOUTH EMPLOYMENT PLAN

Background:

The Whittier Narrows Recreation Area Sewer Line and Restroom Project consists of two phases that will be constructed under separate contracts. Phase 1 includes the construction of a new underground sanitary sewer line and pump station to replace the existing septic systems that currently serve the restrooms at the park facility. Phase 2 includes the removal of three restrooms and construction of three new larger restrooms, renovation of one restroom, and demolition of the miniature train station building.

Parks and Recreation will employ youth to perform landscaping around the new restrooms.

Task(s) that may be performed by Youth:

Planting trees, shrubs, vegetation, and ground cover around the restrooms.

Estimated Cost of Youth Employment:

Total estimated hours of youth employment	300
Cost per hour	\$ <u>9.50</u>
Total estimated cost of youth employment	\$ 2,850.00

Method of Employment

Youth referrals for employment will be provided by the Los Angeles County Department's of Children and Family Services, Community and Senior Services, Public Social Services, Probation, and/or by a school district. In addition, the contract documents will require the contractor to make a good faith effort to employ youth from the community in which the project is being carried out in conformance with the County's definition of "at-risk youth."

Youth Employment Goal:

Under the provisions of the Los Angeles County Regional Park and Open Space District policy on employment of youth, the Youth Employment Minimum Obligation of the County of Los Angeles is \$15,739,750 (equal to 50 percent of the total maintenance and servicing funding from Proposition A of 1992 and 1996). Parks and Recreation is actively pursuing employment opportunities for youth on all projects. The current plan to meet the County's YEG is as follows:

	<u>YEMO Goal</u>	<u>Accomplished</u>	<u>Remaining</u>
Project Support	\$ 5,246,583	(\$ 793,800)	\$ 4,452,783
Maintenance	\$ 5,246,583	(\$ 253,525)	\$ 4,993,058
Other New Youth Employment*	\$ <u>5,246,584</u>	(\$ <u>677,616</u>)	\$ <u>4,568,968</u>
YEMO Total	\$15,739,750	(\$ 1,724,941)	\$ 14,014,809

* Various parks and other County programs